

Internship ID# SM16PMA

NEW JERSEY DEPARTMENT OF TRANSPORTATION

INTERNSHIP OPPORTUNITY

Internship/Semester: Summer 2016

Internship Type: Credit-Bearing or Non-Paid

Intern Level: Undergraduate

Suggested Background and/or Knowledge

Currently enrolled in an Engineering or Urban Planning program, with an emphasis on Transportation. Good writing and analytical skills is preferred.

NJDOT Division/Unit/Program Area Offering the Internship

Division of Capital Program Management/Project Management Team A

Description of the NJDOT Division/Unit/Program Area Offering the Internship

Project Management Team A is responsible for management of capital projects in various phases of development, including concept development, preliminary engineering, final design, and construction. Projects may include, bridge rehabilitation, bridge replacement, pavement resurfacing, safety and operation improvements and/or intersection improvements.

Internship Location

NJ DOT Headquarters
1035 Parkway Avenue
Trenton, NJ 08625

Internship Project Description

Intern will have an opportunity to experience working on a wide range of activities, such as data collection, data analysis, project scheduling and review of plans and reports. Intern will gain knowledge that is pertinent to graduating a project through the various stages of the project delivery process (Concept Development (CD) to Construction). This position enables interaction with a variety of internal and external Subject Matter Experts and various external partner agencies, local officials, the public, and engineering consultants. The position also provides the opportunity for field visits to various project sites and attendance of project meetings.

Estimated Project Duration and Suggested Weekly Work Schedule

Minimum of two full days a week

Internship Learning Objectives/Marketable Skills

Intern will learn the various phases within the NJDOT Project Delivery Process and the activities that are completed in each phase, review of submitted documents (reports, plans etc.), how to plan, schedule and facilitate meetings, to read project plan sheets, to write briefing papers, meeting minutes etc., to conduct project impact assessment, and to develop a project scope and budget.